

Grand Forks Emergency Management Board

Meeting Minutes

December 18, 2015

9:00AM – 10:00AM

The Grand Forks Emergency Management Board held a meeting on Friday, December 18, 2015 at 9:00 AM in Room B/C, sixth floor of the COB. Board members present were Diane Knauf, Terry Bjerke, and Joseph Simon.

I. Call to Order

Kari Goelz, Emergency Management Director, called the meeting to order

II. New Business

Kari presented the Board with information in respect to what she has completed in the short time she has been involved in the Emergency Management Office and proposals she has going forward.

Projects

A. VoIP Phone System – County project installing a new phone system and networking. City and County Department Heads will have access to files and email when in the EOC.

B. Networked printer/scanner/copier/fax machine will be installed that will replace the smaller printers and the fax machine. This is a lease agreement that will save money over the costs of maintenance and toner in the older machines

C. Networking – the Emergency Management staff are now completely on the County network (as opposed to one position being county and one city)

D. Office Renovation – The required three bids from local vendors for new office furniture have been obtained. The current furnishings were purchased in 1998.

Planning

The Board was updated about planning initiatives. The Shelter/Evacuation/Mass Care plans were presented to the city Safety & Security Committee on December 15th. A request for adoption was made and the City Council will approve the plans at their next meeting on December 21st.

LEPC

An initial meeting was held with the current Chair and Vice Chair of the Local Emergency Planning Committee (LEPC) on November 19th. At that time Goelz submitted a white paper proposal outlining a common path for the future. An organizational meeting with LEPC members will be held in January of 2016.

Community Engagement

- A. A Prepare Fair is being planned for April during Severe Weather Awareness Week. The PurPur Arena is confirmed for April 23rd. This is a cooperative effort between city and county departments as well as public and private organizational partners.
- B. The Grand Forks Emergency Management Facebook page has been created for preparedness messaging
- C. There are FEMA publications available through the Emergency Management Office as well as some city and county offices
- D. Goelz is reviewing designs for a new logo that will better encompass the goals and future visions for the Grand Forks Emergency Management Office

Discussion ensued about other agencies and organizations to contact to further outreach efforts. These included UND, the Senior Center, public and private schools, other incorporated cities and township supervisors.

III. Meeting adjourned at 10:20 AM